

Volume

1

WAUKESHA COUNTY (REGISTER OF DEEDS & TREASURER)
Data Warehouse – Tract Index

October 7, 2002
Version 1.02

Users Guide

Opening the program

Accessed through the County Intranet or Internet

Program access can be obtained 2 ways:

Via the County Intranet

Via the following County websites:

- Register of Deeds Office
- Treasurer's Office

Use the following steps to access the program via the County Intranet:

Type the County Intranet address in your Internet browser's domain name box:

<http://cowauknet/>

Click on the "Applications" link, which is located on the left side tool bar.

Use the following steps to access the program via the Register of Deeds Office (R.O.D.) website or the Treasurer's Office website.

Type the R.O.D. website address in your Internet browser's domain name box:

<http://www.waukeshacounty.gov/departments/register/>

or

Type the Treasurer's website address in your Internet browser's domain name box:

<http://www.waukeshacounty.gov/departments/treasurer/>

The following screen will appear once the program is accessed. Depending on individual security rights, users may or may not see the heading "Search by Participant" or "Search by Indefinite Description". These search functions are restricted via the County's Internet as stated in the Waukesha County Internet Access Policy.



County Data Warehouse

[Search By Document Number/Storage Location](#)

[Search By Document Type/Recorded Date](#)

[Search By Participant](#)

[Search By Legal Description](#)

[Search By Overlay Map Name](#)

[Search By Indefinite Description](#)

[Tax Listing Search](#)

Document Information

View Recorded Document Details

The following document details are provided electronically:

- ⇒ Document Type
- ⇒ Document Number
- ⇒ Recorded Date
- ⇒ Storage Location
- ⇒ Participants
- ⇒ Legal Descriptions
- ⇒ Related Documents
- ⇒ Overlay Map Units

NOTE:

A project has been established to make recorded document images available on the Internet to paid subscribers, which will contain information from 1994 to the present. Information prior to 1994 can be obtained from the Register of Deed's Office during normal business hours.

Document Details		
Date Verified Thru: 9/12/2002		Date Report Generated: 9/23/2002 8:09:57 AM
Document Details		
MORTGAGE - BANK		
Document Number:	2396396	Date Recorded: 12/10/1998 3:33:00 PM
Storage Location:	RI-2800-1263	Consideration Amount \$145,000.00
Participants		
GO	SHANNON M ZUR	
GO	JOHN W ZUR	
GE	M&I NORTHERN BANK	
Legal Descriptions		
SUBDIVISION	CITY OF WAUKESHA	67
WHOLE - PRIEDEMAN ESTATES		Search Legal
LOT - 85		
Related Documents		
Document Number	Document Type	Storage Location
2396397	ASSIGNMENT OF MORTGAGE	RI-2800-1269
2396398	ASSIGNMENT OF MORTGAGE	RI-2800-1271

Searching for Documents

Users may access documents by using the following search **fields/categories**:

- ⇒ Document Number/Storage Location
- ⇒ Document Type/Recorded Date
- ⇒ Participant (Not Available via County Website)
- ⇒ Legal Description
- ⇒ Overlay Map
- ⇒ Indefinite Legal Description (Not Available via County Website)

The following search results may be used to enhance your findings:

- ⇒ **Sort:** document list returned will be ordered by the selected sort option.
- ⇒ **Display Results:** document list returned will include either the document number, type, recorded date, and storage location, plus the participants if the “Documents + Participants option is selected.
- ⇒ **Match:** if “Exact” is selected, then the search will return only matches where the input is the same as the recorded data; if “Begins with” is selected, then the search will return matches where the input is the same as the first part of the data. (i.e. input of “field” will return “Fieldcrest”); if “Contains” is used, then the search results will return matches where the input field is the same as any part of the data. (i.e. input of “Dallas” will return “The Dallas Condominium ”)

Search By Document Number or Storage Location

To search by Document Number or Storage Location, click on “Search Register of Deeds Documents by Document Number”. Enter a known Document Number in the appropriate box and/or enter a Storage Location from the pull-down menu.

Search Register of Deeds Documents by Document Number

Enter a Document Number

Enter a Storage Location Reel/Image

Display Results: ☒ Documents Only ☐ Documents + Participants

Number of Documents Returned: 1

Document Number	Document Type	Recorded Date	Storage Location
1 2396396	MORTGAGE - BANK	12/10/1998	RI-2800-1263

Search By Document Type

To search by Document Type/Recorded Date, click on “Search by Document Type/Recorded Date”. Select a Document Type from the pull-down menu and/or enter a Recorded Date range.

Search Register of Deeds Documents by Document Type and Recorded Date

Enter a Document Type

and/or Enter a Recorded Date - Date of Range

/ /

 Through

/ /

Sort: ☐ Document Number ☐ Document Description ☒ Recorded Date
Display Results: ☒ Documents Only ☐ Documents + Participants

Number of Documents Returned: 100 (NOTE: Maximum number of return documents is 100)

	Document Number	Document Type	Recorded Date	Storage Location
91	2396387	MORTGAGE - BANK	12/10/1998	RI-2800-1205
92	2396386	MORTGAGE - BANK	12/10/1998	RI-2800-1196
93	2396385	MORTGAGE - BANK	12/10/1998	RI-2800-1187
94	2396389	MORTGAGE - BANK	12/10/1998	RI-2800-1214
95	2396396	MORTGAGE - BANK	12/10/1998	RI-2800-1263
96	2396406	MORTGAGE - BANK	12/10/1998	RI-2800-1298
97	2396405	MORTGAGE - BANK	12/10/1998	RI-2800-1295
98	2396412	MORTGAGE - BANK	12/10/1998	RI-2800-1324
99	2396424	MORTGAGE - BANK	12/10/1998	RI-2800-1367
100	2396422	MORTGAGE - BANK	12/10/1998	RI-2800-1364

Search By Participant

The “Search by Participant” feature is only available when information is accessed through the County Network or when a subscription is used to connect to the Internet website. To obtain the information, click on “Search by Participant”. Enter the last name of the person or an institution name. The participant’s role, Grant or Grantee, may also be used to search for results.

Note: This search is only available when attached directly to the County Network or when a subscription user id and password are used to connect to the site.

Search Register of Deeds Documents by Participant

Role Any

Last Name of Person or Institution Name

Person's First Name

Match: ☒ Exact ☐ Begins with ☐ Contains (WARNING: Search may take substantial amount of time.)

Document Type (Optional) Hide
Enter a Document Type MORTGAGE - BANK

and/or Enter a Recorded Date - Date of Range
6 / 1 / 1998 Through 1 / 1 / 1999

Sort: ☐ Document Number ☐ Document Description ☒ Recorded Date
Display Results: ☒ Documents Only ☐ Documents + Participants

SEARCH Reset

Number of Documents Returned: 1

	Document Number	Document Type	Recorded Date	Storage Location
1	2396396	MORTGAGE - BANK	12/10/1998	RI-2800-1263

Search By Legal Description

To begin your search, click on the “Search by Legal Description” heading. It is important to note that there are 4 different legal descriptions. Definitions follow:

CEMETERY –
CERTIFIED SURVEY MAP –
CONDOMINIUM –
METES AND BOUNDS –
SUBDIVISION –
TIME SHARE –

Select a search type from the pull-down menu and enter an associated name in the text box below. For example:

Type: SUBDIVISION
Name: PRIEDEMAN ESTATES

Search for a map unit by clicking on the desired Map Unit I.D.

Search Register of Deeds Documents by Legal Description

Type

SUBDIVISION

Name

PRIEDEMAN ESTATES

Match:

☒ Exact

☐ Begins with

☐ Contains (WARNING: Search may take substantial amount of time.)

Sort:

☐ Document Number

☐ Document Description

☐ Recorded Date

Display Results:

☒ Documents Only

☐ Documents + Participants

SEARCH

Reset

SUBDIVISION Names:

Map Unit	Legal Description
1	WHOLE

Map Unit ID	Map Unit	Document Count
81	LOT = 74;	30
82	LOT = 75;	1
83	LOT = 76;	3
84	LOT = 77;	8
85	LOT = 78;	11
86	LOT = 79;	3
87	LOT = 80;	15
88	LOT = 81;	11
89	LOT = 82;	12
90	LOT = 83;	4
91	LOT = 84;	12
92	LOT = 85;	16
93	LOT = 86;	11
94	LOT = 87;	5
95	LOT = 88;	7
96	LOT = 89;	4
97	LOT = 90;	10
98	LOT = 91;	17
99	LOT = 92;	15
100	LOT = 93;	7

Previous

Next

Number of Documents Returned: 16

PRIEDEMAN ESTATES - LOT = 85;

	Document Number	Document Type	Recorded Date	Storage Location
1	2048246	RESTRICTION	6/28/1995	RI-2083-611
2	2196258	PROBATE - INFORMAL/HT 110	3/11/1997	RI-2399-1074
3	2211887	DEED - WARRANTY	5/9/1997	RI-2434-746
4	2211888	MORTGAGE - BANK	5/9/1997	RI-2434-747
5	2211889	SATISFACTION OF MORTGAGE/ETAL	5/9/1997	RI-2434-755
6	2213499	SATISFACTION OF MORTGAGE/ETAL	5/15/1997	RI-2438-357
7	2216298	MORTGAGE - BANK	5/27/1997	RI-2443-703
8	2216328	MORTGAGE - BANK	5/28/1997	RI-2444-63
9	2396398	ASSIGNMENT OF MORTGAGE	12/10/1998	RI-2800-1271
10	2396397	ASSIGNMENT OF MORTGAGE	12/10/1998	RI-2800-1269

Next

Search By Overlay

To “Search by Overlay Map”, click on the heading from the County Data Warehouse list. An Overlay Map is a map unit that replaces an existing map unit.

Select a map type from the pull-down menu and enter a map name. For example:

Map Type: SUBDIVISION
Map Name: ENDFIELD ESTATES

Select a Document Type from the pull-down menu.

This example shows a condominium subdivision plat. At the time the subdivision plat was submitted to the County, the condominium’s legal description did not exist. Thus the plat’s legal description is a certified survey map. As a result of the CONDO PLAT, a new CONDOMINIUM legal description was created.

Search Register of Deeds Documents by Overlay Map Name

Map Type

CONDOMINIUM

Map Name

ENDFIELD ESTATES

Match: ☐ Exact ☒ Begins with ☐ Contains (WARNING: Search may take substantial amount of time.)

Enter a Document Type

CONDO PLAT

SEARCH

Reset

Sort: ☐ Document Number ☐ Document Description ☒ Recorded Date

Display Results: ☒ Documents Only ☐ Documents + Participants

Number of Documents Returned: 2

	Document Number	Document Type	Recorded Date	Storage Location
1	2567454	CONDO PLAT	6/12/2000	VP-3-1624
2	2798621	CONDO PLAT	5/8/2002	VP-4-31

Document Details

Date Verified Thru: 9/12/2002

Date Report Generated: 9/23/2002 8:22:47 AM

Document Details

CONDO PLAT

Document Number:

2567454

Date Recorded:

6/12/2000 3:35:00 PM

Storage Location:

VP-3-1624

Legal Descriptions

CERTIFIED SURVEY MAP CITY OF WAUKESHA 67

WHOLE - 8992

LOT - PT 1

Search Legal

Related Documents

Document Number	Document Type	Storage Location
2567455	CONDO DECLARATION	
2654038	AFFIDAVIT	

Map Unit Overlays

Legal Type	Map	Documents	
CONDO	ENDFIELD ESTATES II CONDOMINIUM	1	Search Legal
CONDO	ENDFIELD ESTATES II CONDOMINIUM ADDENDUM I	0	Search Legal

Search for document with Indefinite legal description

The “Search by Indefinite Legal Description” feature is only available when information is accessed through the County Network or when a subscription is used to connect to the Internet website. It is only used to locate documents that did not have valid legal descriptions at the time the document was created. To search, click on “Search by Indefinite Legal Description” from the County Data Warehouse list.

Note: This search is only available when attached directly to the County Network or when a subscription user id and password are used to connect to the site.

Search Register of Deeds Documents by Indefinite

Role Any

Last Name of Person or Institution Name waukesha county

Person's First Name

Match: ☐ Exact ☒ Begins with ☐ Contains (WARNING: Search may take substantial amount of time.)

Document Type (Optional) Hide
Enter a Document Type

and/or Enter a Recorded Date - Date of Range
1 / 1 / 1998 Through 1 / 1 / 1999

Sort: ☐ Document Number ☐ Document Description ☒ Recorded Date
Display Results: ☒ Documents Only ☐ Documents + Participants

SEARCH Reset

Number of Documents Returned: 4

	Document Number	Document Type	Recorded Date	Storage Location
1	2308691	MORTGAGE - OTHER	4/16/1998	RI-2640-380
2	2310659	DEED - WARRANTY	4/22/1998	RI-2643-892
3	2348201	MISCELLANEOUS	8/4/1998	RI-2712-638
4	2387009	COVENANT/COVENANT RELEASE	11/12/1998	RI-2782-1036

Document Details

Date Verified Thru: 9/12/2002

Date Report Generated: 9/23/2002 8:30:20 AM

Document Details

COVENANT/COVENANT RELEASE

Document Number: 2387009

Date Recorded: 11/12/1998 12:09:00 AM

Storage Location: RI-2782-1036

Participants

GO WAUKESHA COUNTY TECHNICAL COLLEGE

GE PEWAUKEE, VILLAGE OF

Legal Descriptions

INDEFINITE

VILLAGE OF PEWAUKEE

INDEFINITE -

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